2016-2017: Be Yourself at FNC

There's a place for everyone at FNC!

Celebrating 15 Years of Excellence in Performing Arts Education!

Brave

Expressive

Youthful

Open

United

Respectful

Strong

***E**nergetic*

***L**imitless*

Focused

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#FNCthePlace2Be

Welcome to the FNC The Place to be! I am so glad you are here to celebrate our 15th year with us! I want this to be the one you will never forget! I understand that as a parent you are constantly being bombarded with information to help YOU, help your CHILD. I also know that it can be overwhelming to keep up with it all. Well, here's some more information. I've tried to be concise and clear yet still give you all that you need to have a joyful experience at FNC this season. I hope you have a chance to read it. In part, in full, perhaps a little at a time as we go. But here's the bottom line, if you have a question, reach out. Pick up the phone, send an email, schedule an appointment, do whatever works for you. We, my staff and I, along with some very seasoned FNC parents, will make ourselves available to get you the information you need. Here's to a fantastic year of singing, dancing, and acting together!

Warm Regards,
Miss Renee

The Place to Be Yourself!

As part of the culture here at FNC, we encourage an ongoing dialogue about all the wonderful life lessons our children can learn through the performing arts. We also love a good acronym! In an effort to unify our teaching and our discussions, we chose one word per month as the focus of our learning. This year we will revisit our "Be Yourself" program.

The Parent Place!

To Stay or To Go:

- Parents are always welcome to stay in the lobby and watch class on the monitors. (Parents are also welcome to go to Target or Whole Foods.) Parents are not allowed in the studios unless invited by the teacher.
- Class Assistants or the Teacher will come to the lobby to line up the students at the start of class. Please give a quick "see you soon" in the lobby to your child and allow the class to walk independently down the hallway.
- Students will be dismissed back to the lobby directly to a grown up. Please let the front desk know if someone other than yourself if picking up your child.
- If you are running late for class, please have the front desk staff walk your child to the studio. In the dance culture, the studio door should not be opened while music is playing.
- **If your child is 7 or older, we highly encourage you to drop them off at side door, watch them enter, and proceed around the building to keep the traffic a flowin'.**

Parking Lot Enter and Exit

- Traffic should be **ONE WAY ONLY** in the parking lot. Please enter the lot at the entrance **CLOSER to ANTONIO'S ONLY** and exit out the other driveway, closer to the townhouse complex.
- If dropping off, proceed to the side door, drop and keep going around the back of the lot to exit.
- If parking, please do so carefully.
- Our parking lot gets busy in between classes. We ask that you drive slowly and cautiously and follow these rules for the safety of all of the students and drivers.
- Please do not park along the building on the backside.

DRESS CODE, SHOES AND HAIR BY CLASS	**Acro (All Levels)** **Girls:** Any color leotard with footless or no tights OR half top and booty shorts. No shoes. Hair up and off the neck. No jewelry and no panties under tights. **Boys:** Any solid color tee shirt, black shorts or jazz pants. No shoes. (Level 3/4 w/ a dance belt)	**Acting, Voice, Piano (All Levels)** **All:** Street Clothes, Specific clothing will be required for those participating in the voice and piano recital.	**Angelina Ballerina (My First and PK)** **Girls:** Pink leotard, pink tights, optional pink skirt, pink ballet slippers. Hair up and off the neck. No jewelry and no panties under tights.
Ballet (Intro-Level 4, Teens) **PLEASE NOTE THE BALLET DRESS CODE HAS BEEN UPDATED THIS SEASON AND THERE ARE NOW REQUIRED COLORS BY LEVEL.** **Girls:** Leotard and skirt by dance level. Pink footed tights, pink ballet slippers. Hair in a full bun (must use a hair net or bun cover and at least 10 bobby pins). No jewelry and no panties under tights. **Boys:** White solid tee shirt or tank top. Black shorts, jazz pants, or tights (Level 3/4 w/ a dance belt) Black Ballet Shoes. No jewelry. Company Barre: Black leotards can be worn.	**Dance Combo (Ballet/Tap)** **Girls:** Any color leotard, pink tights. If skirt, it must be attached. Black Tap Shoes, Pink Ballet Slippers. Hair up and off the neck. No jewelry and no panties under tights. **Boys:** Any solid color tee shirt, black sweatpants or jazz pants. Black ballet shoes and black lace up tap shoes.	**Dance Company, Mini-Dance Company and Petite Dance Company Rehearsals** **Girls:** Any style black leotard, pink or tan convertible tights. All dance shoes needed. Hair up and off of the neck. No jewelry and no panties under tights. **Boys:** Black solid tee shirt or tank top. Black shorts, jazz pants, or tights (Level 3/4 w/ a dance belt) All dance shoes needed. No jewelry.	**Hip Hop (All Levels)** **All:** Any clothes that you can move in. Dance Clothes are optional. Any sneakers are fine, but please note that **Black Hip Hop Sneakers will be required for Year End Show**. Hats are allowed and hair may be down but off the face. No jewelry.
Jazz, Lyrical, SLT (All Levels) **Girls:** Any color leotard and tights OR half top and booty shorts. Tan Slip on Jazz Shoes, no laces. Hair up and off the neck. No jewelry and no panties under tights. **Boys:** Any solid color tee shirt, black shorts or jazz pants. Black Slip On Jazz Shoes, no laces. (Level 3/4 w/ a dance belt)	**Rhythm and Roll (My First and PK)** **Girls:** Any color leotard, and booty shorts. **(Black Hip Hop Sneakers required for Year End Show)** Hair up and off the neck. No jewelry and no panties under tights. **Boys:** Any solid color tee shirt, shorts or athletic pants. Sneakers **(Black Hip Hop Sneakers required for Year End Show)**	**ShowTime (All Levels)** **All:** Any clothes that you can move in. Dance Clothes are optional. Hair may be down but off the face. No jewelry **Girls:** Tan Slip on Jazz Shoes, no laces **Boys:** Black Slip on Jazz Shoes, no laces	**Tap (All Levels)** **All:** Any clothes that you can move in. Dance Clothes are optional. Black lace up tap shoes. Hair may be down but off the face. No jewelry

PLEASE WRITE YOUR CHILD'S NAME IN ALL OF THEIR DANCE CLOTHES & SHOES!

The Communication Place!

Office Hours by Appointment
The studio is vibrant and busy place! We recognize that sometimes you just need a little one on one time to ask questions or discuss your child's progress. This season Miss Renee will have weekly office hours for parents and students. We hope that you will take advantage of these times if you ever need to talk. Meetings can be scheduled during the following times:

- Tuesdays, 9:30am-10:30am
- Fridays, 7:00am-8:00am
- Evening hours available by request

Please email Erica at info@front-n-center.com to schedule an appointment.

The Performance Place!

Here at FNC we are a technique based studio. We value the opportunity to teach your kids "to dance," verses teaching them "a dance," "a song," or "an act." We believe that technique and the life lessons taught through the arts are of the utmost importance. We will begin work on on Year End Show during the second semester of our classes and the class structure will be maintained throughout the year. That being said, we LOVE to put on a show! We also recognize that not all children want to perform. All of our performing opportunities at the studio are open to all yet ***OPTIONAL.***

- **Year End Show: Sunday June 11th, 1:00pm and 5:00pm shows.**
  Dress Rehearsal: Saturday, June 10
  This is the big one! Open to all FNC students who are enrolled in a groups class. Costume purchases are required, one per class. Costume order letters will be given out in late October and are due back by **NOVEMBER 18th.** Each child will perform in one number per class (optional) and the Finale. **Students are required to stay backstage for the entire duration of the show and Dress Rehearsal is MANDATORY for participation in the show.** All costumes are $95 each and tickets are $25-30 each in advance and purchased on line for a nominal fee. Tickets are required for all non-lap sitting audience members over 3 years old. More specific information to be given out with your costume order letters.

- **Voice Recitals: Fall- Date TBD. Spring- May 4, 2017**
  Open to all private voice students, our recitals are held once each semester in house or at a local venue pending the number of singers. There is a $20 recital fee for participation and specific attire (from home) is required. One additional studio rehearsal is required to participate. Sign-ups happen approximately one month before each recital.

- **Children Of Eden: ENSEMBLE AUDITIONS: Sat October 17 4:00-6:00pm**
  PERFORMANCES: January 21-22, 2016
  Each year we do one big musical in the Fall. This year is "Children Of Eden." Ensemble Auditions are open to any FNC student in Kindergarten and up. There is a fee for participation and approximately 10 required Saturday rehearsals. Parents must purchase tickets to attend the show. This year's show will be held at The Woodland in Maplewood. (The studio is closed for regular classes the week of the show and cast members are required to be at the theatre each night for tech rehearsal.)

- **ShowTime Performing Classes & Jazz Performing: Performs at one competition and both Year End Shows**
  Our regular ShowTime class with the added performance opportunity of attending one local competition in the Spring. All ShowTime Performing students are required to take a dance class in addition to their ShowTime class. Directors permission is required for all "Performing" classes. Please set up an appointment with Miss Renee if you are interested in finding out more. Showtime Performing classes

will perform at one local competiton the weekend of *April 21-23* in Hackensack. Please hold the entire weekend in your calendar. All Showtime Performing students will be required to purchase 3 costumes (2 for Showtime class, 1 for other dance class).

- **Musical Production Number: Performs at both Year End Shows and optional community events**
  Each season we stage an elaborate 6-8 minute medley of a Broadway Show or Movie Musical. Open to all students Kindergarten and up. There is a fee for participation and some additional rehearsals are required. This is an incredibly fun FNC tradition. Sometimes parents are invited to participate as well. I wonder what this year's Production number will be???

- **Mother/Son Dance: Performs at the Year End Show at 1:00**
  Moms, it's your turn this year! A chance for Moms to dance with their sons on stage. No experience necessary. Some rehearsals required. More information available in the spring.

The On-line Place!

FNC is very active on line! For the most up to date information on all studio happenings, please follow us on Instagram, like us on FaceBook, and join our group, The FNC Parent Experience.

www.facebook.com/FNCtheplace2be/
www.facebook.com/groups/1626425637607219/

#The Pre-K Place!

Story Time: We begin each class for our PK with a dance or theatre related children's story. This time really helps the children transition from the outside world to the studio environment.

Potty Time: Please ensure that your child has used the bathroom before class begins. The class assistant is available to take children to the bathroom during class, but it is less distracting for everyone if it is done before. All children, ages 3.5 and up, need to be potty trained for class. If your child is not fully potty trained, he or she must take class in the My First Experience level. A caregiver must stay in the lobby during class time.

Manners and Sticker Charts: Please refer to the Dancers and Actors Manners in your Welcome Packet or on our website. These manners serve as a guideline for how we conduct ourselves at the studio and in our classes, for both students and parents. For our youngest students, we will emphasize only a few key manners such as keeping our hands to ourselves, not touching the barres, and listening while the teacher is talking. At the end of each class, each child who followed his or her manners will be given a full star on the teacher's chart. If a child has not followed the manners, he or she will have been given a warning during the class and may receive a half of a star or a line on the teacher's chart. If this happens, the teacher will briefly speak to the parent or caregiver at the end of class. Every child will receive a sticker on the hand or coloring sheet to take home. That sticker is to say thank you for "singing and dancing with us today". We find this system to be very effective in teaching proper classroom etiquette allowing us to maximize our class instructional and fun time!

Parent/Caregiver Participation: We encourage you to talk to your child about the work we are doing in class each week. Your child will come home with a sticker or a coloring sheet each week that relates to something we have been working on in class. This is meant to be a conversation starter between you and your child

Dance Bags: All children in Dance Combo and Rhythm and Roll should have a dance bag that comes into the studio with him or her. The teacher will let you know which pair of shoes to wear first. We recognize that dance shoes are an investment. Dance shoes should be worn in the studio only and never in the parking lot! Please help your child change into street shoes before leaving the studio. We ask that you **please label all shoes with your child's name**! We encourage you to keep an extra set of dance

clothes in the bag of newly potty trained children. In case of an accident, extra dance clothes are available to borrow in the Homework room (in the pink bench).

Communicating with Teachers: We truly believe in open lines of communication at our studio. However, if you need to speak to your child's teacher or the director, please make an appointment at the front desk. Remember that the teacher has limited time between classes and needs to get back into the studio for the next group of children. We ask that you respect this time and please do not try to have a conference directly before or after class. We will be happy to have the teacher call you back when he or she has time to devote his or her full attention to you.

The Company Place!

FNC prides itself on having a place for all! We have students who spend an hour a week with us, students who spend 15 hours a week with us, and students who are somewhere in between. Our Company Programs are designed for those students who are fully committed to the Performing Arts. Each Company has a required curriculum of technique classes each week as well as rehearsals, competitions, and performance opportunities. We have six companies this season for children 1st grade and up.

- Performing Arts Company (PAC)
- Mini Performing Arts Company (Mini PAC)
- Petite Performing Arts Company (Petite PAC)
- Dance Company (DC)
- Mini Dance Company (Mini DC)
- Petite Dance Company (Petite DC)

All companies are by audition. If you are interested in finding out more about our Companies, please make an appointment with Miss Renee.

The Information Place!

- **Our Faculty:** Our staff of highly experienced, professional performing artists and educators are specialists in their fields, some of whom travel from New York City. They have been carefully selected to lead our multi- faceted performing arts program. This season we have a 100% return rate on teachers! Our own Artistic Director, Renee Celeste, is a nationally and internationally recognized "Teacher's Teacher" who has taught at DanceLife in Scottsdale, Arizona, The Dance Life Retreat Center in MA and for the Dance Studio Owner's Association based in Australia. Encouraged by Miss Renee, the FNC faculty continues to expand their education by attending conferences and conventions such as Rhee Gold's DanceLife Teacher Conference and Retreats, Dance Masters of America, New York City Dance Alliance, Alvin Ailey Teacher Training, Lean-'N-Learn Training, Angelina Ballerina Teacher Training, and The Dance Teacher Summit. We encourage you to peruse our teacher's extensive biographies on our website, **www.front-n-center.com**.

- **Our Curriculums:** We are honored to be the only studio in the area to be licensed to teach The Angelina Ballerina Dance Academy Curriculum http://www.angelinadanceclass.com well as the Leap 'N Learn Curriculum http://leapnlearn.com/for-parents Our young children's teachers are trained specifically on both of these curriculums. This season we will be incorporating the brand new T3: Training The Triple Threat Curriculum http://t3trainingthetriplethreat.dance into our ShowTime classes. We invite you to peruse their extensive websites to learn more.

- **Registration Agreement and Payment:** Please ensure that you read and understand the terms and conditions on the back of your registration agreement, where your signature is required. Until we have obtained this signature, needed for both your safety and ours, the student will not actively be registered in the appropriate classes. We are happy to receive signed registration agreements in person, via mail, fax or email. In the event that your credit card or check fails to process, you will be assessed a $25.00 fee.

- **Substitute Teacher Policy:** Front & Center is supportive of teachers with professional performing careers and understands that this may result in the need for instructor substitutions from time to time. Although we strive for continuity, we believe that professional work experience brings a unique perspective to teaching, a one that can only serve to benefit our students. As a result, should a regular teacher be unable to attend a class or lesson, another highly qualified teacher will substitute on a short or long-term basis, encouraging versatility, flexibility and new learning experiences.

- **Rights and Reservations:** Front & Center reserves the right to alter or change class dates and times based upon scheduling needs. Low enrollment in a class may result in cancellation and/or consolidation with another class. Front & Center reserves the right to place students in age and level appropriate classes at their discretion.

- **Refunds and Changes to Your Schedule:** Please take note of our refund policy, printed on the back of your registration agreement and which you are required to sign prior to registration. Registration fees are non-refundable. If you choose to withdraw from a class within the first two weeks of the semester or the first applicable two weeks of class, a full refund minus the registration fee will be given. When registering for the full year, whether two half or one full year of classes, no refund will be given after the second week of the first semester has ended. All Costume orders are non-refundable for any reason.

- **Inclement Weather/Emergency Closings:** In the event of a snow day closing, information will be available on our voicemail, on our website, and via social media. F&C will make its own determination of closings independent of the school districts. Often conditions improve by the end of the day.

- **Missed and Make-Up Group Classes:** If Front & Center is open and you are unable to make it to a class, please do your best to call ahead of time so we can tell the teacher and attempt to schedule a make-up class. Any missed classes may be made up in any age and level appropriate class during that semester, space permitting. This is a great opportunity to try other classes in different disciplines! Please arrive early for all make-up classes and fill out a make-up coupon at the front desk.

- **Private Lessons:** Front & Center offers private voice lessons on a first-come first-served basis, pending studio and teacher availability. Private lessons are purchased in 14 week blocks on a particular day and time each week and must be used within the particular session purchased. Private lessons are non transferable between family members within a session or from one session to another. Lessons will be confirmed in our calendar and with the teacher when payment is received. Please read the Missed and Make- Up Private Lessons Policy when signing up for any private lessons. Trial lessons are offered at a rate of $45. Lesson must be paid for before scheduling.

- **Missed and Make-Up Private Lessons:** Private lessons are sold in 14 week packages. Private lessons must be cancelled or rescheduled at least 24 hours in advance of the lesson, or the full amount for the lesson will be charged and no make-up lesson will be scheduled. It is your responsibility to reschedule this cancelled lesson. Students are only permitted to reschedule 2 of their 14 lessons per session and no refunds/credits will be given for any cancelled lessons over and above the 2. Should your teacher be unavailable for a scheduled lesson, the lesson may be rescheduled or may continue as planned with another teacher on staff. Should we need to reschedule the lesson due to teacher scheduling conflicts, you will be notified as soon as possible and we will make two attempts to reschedule. No missed lessons may be carried into the following semester or the summer.

- **Privacy Policy:** Any personal information collected by Front & Center, including addresses, emergency contact information, medical information, etc. is for internal use only. It will not be shared with any external organizations without your expressed consent.

- **Parent Appreciation Week:** Come on in and relax and enjoy free coffee and treats during parent appreciation week!

- **Bring-a-Friend Week:** We encourage you to bring your friends during these weeks held once each Fall and Spring. If your friend signs up for a class you can take advantage of our Refer-A-Friend Discount!

- **Monitors:** Parents will not be allowed to watch within the classroom, but the monitors will stay on during all classes, with the exception of costume week.

- **Credits:** Any credit in your account will be honored for 18 months from the date of issue. All credits are non- transferable and must be used by a student of the same household.

- **Weeks of Class:** FNC's school year and pricing is based on two 16-week semesters or a 32 week full year. However, this year's calendar reflects 17 weeks in the Fall and 18 weeks in the Spring. We are offering these extra weeks of class to make-up for missed days due to Holidays, Snow Days, or Illness.